

2022 Child Care Licensing Compliance grant
Ideas for Requests for Out of School Time Providers
Beneficio Financiero para el Cumplimiento de Licencias de Cuidado Infantil 2022
Ideas para Solicitudes de Proveedores de Tiempo Fuera de la Escuela

The purpose of this document is to offer Ideas on what can be purchased with grant funds. This list is not exhaustive; it's okay if you think of something else not on the list.

When considering a request, consider the whole request. For instance, if a request was made for paper towel dispensers, consider the cost of dispensers and, if needed, the paper towels to go in them. Consider the cost of installation, shipping, taxes, etc.

El propósito de este documento es ofrecer ideas sobre lo que se puede comprar con los fondos del beneficio financiero. Esta lista no es exhaustiva; está bien si piensa en algo más que no esté en la lista.

Al solicitar un artículo, considere la solicitud completa. Por ejemplo, si solicito dispensadores de toallas de papel, considere el costo de los dispensadores y, si es necesario, las toallas de papel que van en ellos. Considere el costo de instalación, envío, impuestos, etc.

R381-70. Out of School Time Child Care Programs.

R381-70-4. License Application, Renewal, Changes, and Variances.

(3) If the local fire authority states that an applicant for a new license or a renewal does not require a fire inspection, the department shall verify the applicant's compliance with the following:

- (a) address numbers and letters are readable from the street;
 - (b) exit doors operate properly and are well maintained;
 - (c) there are no obstructions in exits, aisles, corridors, and stairways;
 - (d) exit doors are unlocked from the inside during business hours;
 - (e) exits are clearly identified;
 - (f) there is at least one unobstructed fire extinguisher on each level of the building, currently charged and serviced, and mounted not more than five feet above the floor;
 - (g) there are working smoke detectors that are properly installed on each level of the building; and
 - (h) boiler, mechanical, and electrical panel rooms are not used for storage.
- **Notice on this rule:** This rule may only be used to request items on the grant if the local fire authority does not conduct fire inspections for your facility. The grant scoring committee will check licensing records for a fire inspection prior to funding any request listed under this rule number.
 - **Aviso sobre esta regla:** Esta regla solo se puede usar para solicitar artículos en el beneficio financiero si la autoridad local de bomberos no realiza inspecciones de incendios para su establecimiento. El comité de puntuación de beneficios financieros verificará sus registros de licencias para inspecciones de incendios antes de financiar cualquier solicitud bajo esta regla.

(4) If an applicant for a new license or a renewal serves food and the local health department states that a kitchen inspection is not required, the department shall verify the applicant's compliance with the following:

- (a) the refrigerator is clean, in good repair, and working at or below 41 degrees Fahrenheit;
- (b) there is a working thermometer in the refrigerator;
- (c) there is a working stem thermometer available to check cooking and hot hold temperatures;
- (d) cooks have a current food handler's permit available on-site for review by the department;
- (e) cooks use hair restraints and wear clean outer clothing;
- (f) only necessary staff are present in the kitchen;
- (g) reusable food holders, utensils, and food preparation surfaces are washed, rinsed, and sanitized before each use;
- (h) chemicals are stored away from food and food service items;
- (i) food is properly stored, kept to the proper temperature, and in good condition; and
- (j) there is a working handwashing sink in the kitchen and hand washing instructions posted by the sink.

- **Notice on this rule:** This rule may only be used to request items on the grant if the local health department does not conduct a kitchen inspection for your facility. The grant scoring committee will check licensing records for a kitchen inspection or letter from the local health department stating a kitchen inspection is not required prior to funding any request listed under this rule number.
- **Aviso sobre esta regla:** *Esta regla solo se puede usar para solicitar artículos en el beneficio financiero si el departamento de salud local no realiza inspecciones de cocina para su establecimiento. El comité de puntuación de beneficios financieros verificará sus registros de licencias para inspecciones de la cocina o una carta del departamento de salud local que indique que no se requiere una inspección de la cocina antes de financiar cualquier solicitud bajo esta regla.*

R381-70-6. Administration and Children's Records.

- **Idea(s):** Many rules in this section could be used to justify a computer, printer, and/or scanner.
- **Idea(s):** *Muchas reglas en esta sección podrían usarse para justificar una computadora, una impresora y/o un escáner.*

(3) The provider shall protect children from conduct that endangers children in the program, or is contrary to the health, morals, welfare, and safety of the public.

- **Idea(s):** Security entrance systems to prevent unauthorized individuals from entering the facility.
 - Rule R381-70-11(2) states "Whenever a child is in care, the child's parent shall have access to their child and the areas used to care for their child." When making this request the provider must explain how they will ensure this rule will not be violated by installing this item.
- **Idea(s):** *Sistemas de seguridad de entrada para evitar que personas no autorizadas ingresen al establecimiento.*
 - *La regla R381-70-11(2) establece que "siempre que un niño esté bajo cuidado, los padres del niño tendrán acceso a su hijo y a las áreas utilizadas para cuidarlo". Al solicitar este artículo, el proveedor debe explicar cómo se asegurará que esta regla no se viole al instalar este artículo.*

(5) The provider shall comply with licensing rules any time a child is present.

(6) The provider shall post their unaltered license on the facility premises in a place readily visible and accessible to the public.

(7) The provider shall post a current copy of the department's Parent Guide at the facility for parent review during business hours.

(8) The provider shall inform parents and the department of any changes to the program's telephone number and other contact information within 48 hours of the change.

(9) The provider shall:

- (a) have liability insurance; or
- (b) inform parents in writing that the provider does not have liability insurance.

(10) The provider shall ensure that a parent completes an admission and health assessment form for their child before the child is admitted into the program.

(11) The provider shall ensure that each child's admission and health assessment form includes the following information:

- (a) child's name;
- (b) child's date of birth;
- (c) parent's name, address, and phone number, including a daytime phone number;
- (d) names of individuals authorized by the parent to sign the child out from the facility;

- (e) name, address, and phone number of an individual to be contacted if an emergency happens and the provider cannot contact the parent; (f) if available, the name, address, and phone number of an out-of-area emergency contact individual for the child;
- (g) parent's permission for emergency transportation and emergency medical treatment;
- (h) any known allergies of the child;
- (i) any known food sensitivities of the child;
- (j) any chronic medical conditions that the child may have;
- (k) instructions for special or nonroutine daily health care of the child;
- (l) current ongoing medications that the child may be taking; and
- (m) any other special health instructions for the caregiver.

(12) The provider shall ensure that the admission and health assessment form is:

- (a) reviewed, updated, and signed or initialed by the parent at least annually; and
- (b) kept on-site for review by the department.

(13) The provider shall ensure that each child's information is kept confidential and not released without written parental permission except to the department.

R381-70-7. Personnel and Training Requirements.

- **Reminder: CCL Compliance grant funds cannot be used to support payroll.**
- ***Recuerde: Este Beneficio Financiero es de CCL Compliance y los fondos no se pueden utilizar para respaldar el pago de sueldo de empleados.***

(3) The provider shall ensure that the director:

- (a) is at least 21 years old;
- (b) passes a CCL background check;
- (c) receives at least 2-1/2 hours of preservice training before beginning job duties;
- (d) completes the new director training offered by the department within 60 working days of assuming director duties;
- (e) knows and follows any applicable laws and rules; and
- (f) completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.

(7) The provider shall ensure that the director designee:

- (a) is at least 21 years old;
- (b) passes a CCL background check;
- (c) receives at least 2-1/2 hours of preservice training before beginning job duties;
- (d) knows and follows any applicable laws and rules; and
- (e) completes at least 10 hours of child related training each year based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year.

(9) The provider shall ensure that staff working with children:

- (a) are at least 16 years old;
- (b) pass a CCL background check;
- (c) receive at least 2-1/2 hours of preservice training before working with children;
- (d) know and follow any applicable laws and rules;
- (e) complete at least 10 hours of child related training each year, based on the facility's license date, or at least 45 minutes of child related training each month they work if hired partway through the facility's licensing year; and
- (f) do not have unsupervised contact with any child in the program, including during off site activities

and transportation, if the staff are younger than 18 years old.

(18) The provider shall ensure that preservice training includes at least the following topics:

- (a) job description and duties;
- (b) current department rule Sections R381-70-7 through R381-70-24;
- (c) disaster preparedness, response, and recovery;
- (d) pediatric first aid and cardiopulmonary resuscitation (CPR);
- (e) children with special needs;
- (f) safe handling and disposal of hazardous materials;
- (g) prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements; (h) principles of child growth and development, including brain development;
- (i) recognizing the signs of homelessness and available assistance;
- (j) a review of the information in each child's health assessment in the caregiver's assigned group, including allergies, food sensitivities, and other special needs; and
- (k) an introduction and orientation to the children in care.

(19) The provider shall keep documentation of each individual's preservice training on-site for review by the department and shall ensure that documentation includes at least the following:

- (a) training topics;
- (b) date of the training; and
- (c) total hours or minutes of training.

(20) The provider shall ensure that annual child care training includes at least the following topics:

- (a) current department rule Sections R381-70-7 through R381-70-24;
- (b) disaster preparedness, response, and recovery;
- (c) pediatric first aid and CPR;
- (d) children with special needs;
- (e) safe handling and disposal of hazardous materials;
- (f) the prevention, signs, and symptoms of child abuse and neglect, including child sexual abuse, and legal reporting requirements;
- (g) principles of child growth and development, including brain development; and
- (h) recognizing the signs of homelessness and available assistance.

(21) The provider shall ensure that documentation of each individual's annual child care training is kept on-site for review by the department and includes the following:

- (a) training topic;
- (b) date of the training;
- (c) name of the individual or organization that presented the training; and
- (d) total hours or minutes of training.

(22) When there are children at the center, the provider shall ensure that there is at least one staff member present who can demonstrate English literacy skills needed to care for children and respond to emergencies.

(23) The provider shall ensure that at least one staff member with a current Red Cross, American Heart Association, or equivalent pediatric first aid and CPR certification is present when children are in care:

- (a) at the facility;
- (b) in each vehicle transporting children; and
- (c) at each offsite activity.

(24) The provider shall ensure that CPR certification includes hands-on testing.

(25) The provider shall ensure that the following records for each covered individual are kept on-site for review by the department:

- (a) the date of initial employment or association with the program;
- (b) a current pediatric first aid and CPR certification, if required in this rule; and
- (c) a six-week record of the times worked each day.

R381-70-9. Facility.

(6) The provider shall ensure that any building or play structure on the premises constructed before 1978 that has peeling, flaking, chalking, or failing paint is tested for lead. If lead-based paint is found, the provider shall contact their local health department within five working days and follow required procedures for remediation of the lead hazard.

- **Idea(s):** Lead testing for anything listed in this rule that may have been constructed before 1978.
- **Idea(s):** *Pruebas de plomo para todo lo mencionado en esta regla que pueda haber sido construido antes de 1978.*

(7) The provider shall ensure that each room and indoor area that is used by children is ventilated by mechanical ventilation, or by windows that open and have screens.

- **Idea(s):** Repair or replacement of the mechanical ventilation system.
- Repair or replace windows to allow them to be screened and opened. Repair or replace screens for windows that open.
- **Idea(s):** *Reparación o reemplazo del sistema de ventilación mecánica.*
- *Reparación o reemplazo de ventanas para permitir que se protejan con mosquiteros y que se abran. Reparación o reemplazo de las pantallas mosquiteras de las ventanas que se abren.*

(8) The provider shall ensure that windows and glass doors within 36 inches from the floor or ground are made of safety or tempered glass, or have a protective guard.

- **Idea(s):** Replace windows within 36 inches from the floor or ground with those made of safety or tempered glass.
- Cover windows within 36 inches from the floor or ground with protective film.
- **Idea(s):** *Reemplazamiento de ventanas que estén a 36 pulgadas del piso o suelo con aquellas hechas de vidrio templado o de seguridad.*
- *Cubrir ventanas que estén a 36 pulgadas del piso o suelo con una capa protectora.*

(9) The provider shall ensure that rooms and areas have adequate light intensity for the safety of the children and the type of activity being conducted.

- **Idea(s):** Repair or replace current lighting.
- **Idea(s):** *Reparación o reemplazo del alumbrado actual.*

(10) The provider shall maintain the indoor temperature between 65 and 82 degrees Fahrenheit.

- **Idea(s):** Repair or replace furnace and/or air conditioner.
- **Idea(s):** *Reparación o reemplazo de la calefacción y/o el aire acondicionado.*

(11) The provider shall ensure that there is a working telephone at the facility, in each vehicle while transporting children, and during off site activities.

(12) The provider shall ensure that there are at least two working toilets and two working handwashing accessible to children in the center.

- **Idea(s):** Repair or replace sink.
- Repair or replace toilets.
 - When making repairs to plumbing, please read carefully the information for “Major renovations” in the “Grant funds may not be used for” section of the 2022 Child Care Licensing Compliance Grant Instructions.” Some plumbing work may violate this prohibition and will not be funded.

- **Idea(s):** Reparación o reemplazo del fregadero.
- Reparación o reemplazo de inodoros.
 - *Al hacer reparaciones o agregar tuberías, lea atentamente la información sobre "Renovaciones grandes" en "Instrucciones Para El Beneficio Financiero De Cumplimiento de Licencias De Cuidado Infantil 2022". Algunos trabajos de plomería pueden violar esta prohibición y no serán financiados.*

(13) The provider shall ensure that there is at least one additional working toilet and one additional handwashing sink for each additional group of one to 25 children.

- **Idea(s):** Repair or replace sink.
- Repair or replace toilets.
 - When making repairs to plumbing, please read carefully the information for "Major renovations" in the "Grant funds may not be used for" section of the 2022 Child Care Licensing Compliance Grant Instructions." Some plumbing work may violate this prohibition and will not be funded.
- **Idea(s):** Reparación o reemplazo del fregadero.
- Reparación o reemplazo de inodoros.
 - *Al hacer reparaciones o agregar tuberías, lea atentamente la información sobre "Renovaciones grandes" en "Instrucciones Para El Beneficio Financiero De Cumplimiento De Licencias De Cuidado Infantil 2022". Algunos trabajos de plomería pueden violar esta prohibición y no serán financiados.*

(14) The provider shall ensure that there are bathrooms that provide privacy available for use by children.

- **Idea(s):** Add full doors or stalls with doors to the bathroom.
- **Idea(s):** Agregue puertas completas o cubículos con puertas al baño.

(15) The provider shall ensure that there is an outdoor area that is safely accessible to children.

- **Idea(s):** Repair or replace the exit onto the outdoor area, such as an unsafe door, deck, or stairs.
- Fence the walkway to the outdoor play area with a fence that meets the rules (18) and (19) below.
 - When installing fencing, consider fencing that will withstand the weather you live in and the privacy you seek with the fence. For example, you might not want the openness of a chain link fence, so you might choose to use vinyl or wooden fencing instead.
- **Idea(s):** Repare o reemplace la salida al área exterior, como una puerta, porche o escalera insegura.
- Cercar el camino hacia el área de juegos al aire libre con una cerca que cumpla con las reglas (18) y (19) a continuación.
 - *Cuando instale cercas, considere cercas que resistan el clima en el que vive y la privacidad que busca con la cerca. Por ejemplo, es posible que no desee la apertura de una cerca de alambre, por lo que puede optar por usar cercas de vinilo o de madera en su lugar.*

(18) The provider shall ensure that the outdoor area is enclosed within a fence, wall, or solid natural barrier that is at least four feet high.

- **Idea(s):** Repair or replace the fence, this includes gates.
 - When installing fencing, consider fencing that will withstand the weather you live in and the privacy you seek with the fence. For example, you might not want the openness of a chain link fence, so you might choose to use vinyl or wooden fencing instead.
- **Idea(s):** Repare o reemplace la cerca, esto incluye el portón o puerta.
 - *Cuando instale cercas, considere cercas que resistan el clima en el que vive y la privacidad que busca con la cerca. Por ejemplo, es posible que no desee la apertura de*

una cerca de alambre, por lo que puede optar por usar cercas de vinilo o de madera en su lugar.

(19) The provider shall ensure that there is no gap five by five inches or greater in or under the fence or barrier.

- **Idea(s):** Repair or replace the fence, this includes gates.
 - When installing fencing, consider fencing that will withstand the weather you live in and the privacy you seek with the fence. For example, you might not want the openness of a chain link fence, so you might choose to use vinyl or wooden fencing instead.
- **Idea(s):** *Repare o reemplace la cerca, esto incluye el portón o puerta.*
 - *Cuando instale cercas, considere cercas que resistan el clima en el que vive y la privacidad que busca con la cerca. Por ejemplo, es posible que no desee la apertura de una cerca de alambre, por lo que puede optar por usar cercas de vinilo o de madera en su lugar.*

(20) The provider shall ensure that children are in an enclosed area when children are outdoors, except during offsite activities.

(21) The provider shall ensure that there is shade available to protect the children from excessive sun and heat when children are in the outdoor area.

- **Idea(s):** Installation, repair, or replacement of shade structures.
 - When purchasing a shade structure, consider one that will withstand the weather you live in.
 - Shade structures can include custom built or manufactured items.
 - Examples of shade structures include: gazebos; pergolas; shade sails; cantilever umbrellas; awnings, including retractable awnings; trees, etc.
 - Examples of poor or short term quality that will not be funded include standard patio umbrellas, pop up gazebos, or low cost metal gazebos covered with canvas.
 - Many high quality shade structures will exceed \$1,000.00. Two bids for installation must be submitted for requests with installations that exceed \$1,000.00.
- **Idea(s):** *Instalación, reparación o reemplazo de estructuras de sombra.*
 - *Cuando compre una estructura de sombra, considere una que resista el clima en el que vive.*
 - *Las estructuras de sombra pueden incluir elementos fabricados o contruidos a la medida.*
 - *Ejemplos de estructuras de sombra incluyen: glorietas; pérgolas; velas de sombra; sombrillas voladizas; toldos, incluyendo toldos retráctiles; árboles, etc.*
 - *Los ejemplos de calidad deficiente o de corto plazo que no se financiarán incluyen sombrillas de patio estándar, glorietas emergentes o glorietas de metal de bajo costo cubiertas con lona.*
 - *Muchas estructuras de sombra de alta calidad superarán los \$1,000.00. Se deben presentar dos ofertas de instalación para solicitudes con instalaciones que excedan los \$1,000.00.*

(22) If there is a swimming pool on the premises that is not emptied after each use, the provider shall:

(a) meet applicable state and local laws and ordinances related to the operation of a swimming pool;

(b) maintain the pool in a safe manner; and

(c) when not in use, cover the pool with a commercially-made safety enclosure that is installed according to the manufacturer's instructions, or enclose the pool within at least a four-foot-high fence or solid barrier that is kept locked and that separates the pool from any other areas on the premises.

- **Idea(s):** Install, repair or replace the fence, this includes gates.
 - When installing fencing, consider fencing that will withstand the weather you live in and the privacy you seek with the fence. For example, you might not want the openness of a chain link fence, so you might choose to use vinyl or wooden fencing instead.
- Install, repair, or replace the commercially-made safety enclosure.
- **Idea(s):** *Repare o reemplace la cerca, esto incluye el portón o puerta.*
 - *Cuando instale cercas, considere cercas que resistan el clima en el que vive y la*

privacidad que busca con la cerca. Por ejemplo, es posible que no desee la apertura de una cerca de alambre, por lo que puede optar por usar cercas de vinilo o de madera en su lugar.

- *Instale, repare o reemplace el cercado de seguridad con fabricación comercial.*

(23) The provider shall maintain buildings and outdoor areas in good repair and safe condition including:

- (a) ceilings, walls, and floor coverings;
- (b) lighting, bathroom, and other fixtures;
- (c) draperies, blinds, and other window coverings;
- (d) indoor and outdoor play equipment;
- (e) furniture, toys, and materials accessible to the children; and
- (f) entrances, exits, steps, and walkways including keeping them free of ice, snow, and other hazards.

- **Idea(s):** Installation or replacing of hard flooring in the areas the children use.
- Repair or replacement of fixtures.
- Replacing corded window covering with non-corded window coverings
 - Examples include cordless blinds, shutters, cordless shades, etc.
- Repair or replacement of unsafe furniture.
 - The provider must submit documentation of the damaged or unsafe furniture. This does not include couches or other household furniture.
- Snowblowers
- Repair to damaged walkways that create hazards
- Add handrails to steps.
- **Idea(s):** Instalación o reemplazo de pisos de superficie dura en las áreas que usan los niños.
- Reparación o reemplazo de alumbrado.
- Reemplazo de cubiertas de ventanas con cordones por cubiertas de ventanas sin cordones
 - Los ejemplos incluyen persianas inalámbricas, contraventanas, cortinas inalámbricas, etc.
- Reparación o reemplazo de muebles inseguros.
 - El proveedor deberá presentar documentación del mueble dañado o inseguro. Esto no incluye sofás u otros muebles para el hogar.
- Soplador de nieve.
- Reparación de banquetas dañadas que crean peligros
- Agregar barandal a los escalones.

(24) The provider shall ensure that accessible raised decks or balconies that are five feet or higher, and open stairwells that are five feet or deeper have protective barriers that are at least three feet high.

- **Idea(s):** repair or replace railings or other protective barriers.
- **Idea(s):** Reparar o reemplazar barandas, barandales u otras barreras de protección.

(25) If the facility is subdivided, any part of the building is rented out, or any area of the facility is shared including the outdoor area, the department may inspect the entire facility and the provider shall ensure that covered individuals in the facility comply with the rules, except when the following conditions are met:

- (a) there is a separate entrance for the program;
- (b) there are no connecting interior doorways that can be used by unauthorized individuals; and
- (c) there is no shared access to the outdoor area used for the program.

R381-70-10. Ratios and Group Size.

- **Reminder:** CCL Compliance grant funds cannot be used to support payroll.
- **Recuerde:** Este beneficio financiero es de CCL Compliance y los fondos no se pueden utilizar para respaldar el pago de sueldo de empleados.

(1) The provider shall maintain the staff-to-child ratio of at least one staff member for every 20 children.

(2) The provider shall not exceed the maximum group size of 40 children per group.

(3) The provider shall ensure that there are at least two staff members present when there are more than eight children on the premises.

(4) The provider shall include the provider's and employees' children:

(a) in the group size when the parent of the child is working at the facility; and

(b) in the group size and the staff-to-child ratio when the parent of the child is not working at the facility.

(5) The provider may include caregivers, student interns who are registered in a high school or college child care course, and volunteers who are 16 or 17 years old in the caregiver-to-child ratio.

(6) The provider shall ensure that guests do not count in caregiver-to-child ratios.

R381-70-11. Child Supervision and Security.

(1) The provider shall ensure that staff provide and maintain active supervision of each child, including that staff:

(a) can hear the children and are close enough to intervene;

(c) know the number of children in their assigned group at any time;

(d) focus attention on the children and not on the staff's personal interests;

(e) are aware of the entire group of children even when interacting with a smaller group or an individual child; and

(f) position themselves so each child in their assigned group is actively supervised.

- **Idea(s):** The removal of non load-bearing walls to make two classrooms one.
- Adding doors to classrooms to keep children in the room.
- **Idea(s):** *Eliminación de muros no portantes para convertir dos aulas en una.*
- *Agregar puertas a las aulas para mantener a los niños en la habitación.*

(2) The provider shall ensure that parents have access to their child and the areas used to care for their child when their child is in care.

(3) To maintain security and supervision of children, the provider shall ensure that:

(a) each child is signed in and out;

(b) only parents or individuals with written authorization from the parent may sign out a child;

(c) photo identification is required if the individual signing the child out is unknown to the provider;

(d) individuals signing children in and out use identifiers, such as a signature, initials, or electronic code;

(e) the sign-in and sign-out records include the date and time each child arrives and leaves; and

(f) there is written permission from the child's parent if children sign themselves in or out.

- **Ideas(s):** Child care management software and devices to use it with.
- **Ideas(es):** *Software de administración de cuidado infantil y aparatos para usarlo.*

(4) In an emergency, the provider shall accept the parent's verbal authorization to release a child if the provider can confirm the identity of:

(a) the individual giving verbal authorization; and

(b) the individual picking up the child.

(5) The provider shall ensure that a six-week record of each child's daily attendance, including sign-in and sign-out records, is kept on-site for review by the department.

- **Ideas(s):** Child care management software and devices to use it with.
- **Ideas(es):** *Software de administración de cuidado infantil y aparatos para usarlo.*

R381-70-12. Child Guidance and Interaction.

(1) The provider shall ensure that no child is subjected to physical, emotional, or sexual abuse while in the program.

(2) The provider shall inform parents, children, and those who interact with the children of the center's behavioral expectations and how any misbehavior will be handled.

(3) The provider shall ensure that individuals who interact with the children guide children's behavior by using positive reinforcement, redirection, and by setting clear limits that promote children's ability to become self-disciplined.

(4) The provider shall ensure that staff use gentle, passive restraint with children only when it is needed to protect children from injuring themselves or others, or to stop them from destroying property.

(5) The provider shall ensure that interactions with the children do not include:

(a) any form of corporal punishment or any action that produces physical pain or discomfort such as hitting, spanking, shaking, biting, or pinching; (b) restraining a child's movement by binding, tying, or any other form of restraint that exceeds gentle, passive restraint; (c) shouting at children;

(d) any form of emotional abuse;

(e) forcing or withholding food, rest, or toileting; or

(f) confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage.

(6) Any individual who witnesses or suspects that a child has been subjected to abuse, neglect, or exploitation shall immediately notify Child Protective Services or law enforcement as required in state law.

R381-70-13. Child Safety and Injury Prevention.

(1) The provider shall ensure that the building, outdoor area, toys, and equipment are used in a safe manner and as intended by the manufacturer to prevent injury to children.

(2) The provider shall ensure that poisonous and harmful plants are inaccessible to children.

(3) The provider shall ensure that razors and other similar blades are inaccessible to children.

- **Idea(s):** Child safety locks.

- **Idea(s):** *Cerraduras de seguridad para niños.*

(4) The provider shall ensure that strangulation hazards such as ropes, cords, chains, and wires attached to a structure and long enough to encircle a child's neck are inaccessible to children.

- **Idea(s):** Replacing corded window covering with non-corded window coverings

- Examples include cordless blinds, shutters, cordless shades, etc.

- **Idea(s):** *Reemplazo de cubiertas de ventanas con cordones por cubiertas de ventanas sin cordones*

- *Los ejemplos incluyen persianas inalámbricas, contraventanas, cortinas inalámbricas, etc.*

(5) The provider shall ensure that tripping hazards such as unsecured flooring, rugs with curled edges, or cords in walkways are inaccessible to children.

(6) The provider shall ensure that exits are free of any blocking objects.

(7) The provider shall ensure that standing water that measures two inches or deeper and five by five inches or greater in diameter is inaccessible to children.

(8) The provider shall ensure that toxic or hazardous chemicals such as cleaners, insecticides, lawn products, and flammable, corrosive, and reactive materials are:

- (a) inaccessible to children;
- (b) used according to manufacturer instructions;
- (c) stored in containers labeled with the contents of the container; and
- (d) disposed of properly.

- **Idea(s):** Child safety locks.
- Door to make kitchen inaccessible.
- **Idea(s):** *Cerraduras de seguridad para niños.*
- *Puerta para hacer inaccesible la cocina.*

(9) The provider shall ensure that the following items are inaccessible to children:

- (a) matches or cigarette lighters;
- (b) open flames;
- (c) hot wax or other hot substances; and
- (d) when in use, portable space heaters, wood burning stoves, and fireplaces.

- **Idea(s):** Child safety locks.
- Child safety gates.
- **Idea(s):** *Cerraduras de seguridad para niños.*
- *Puertas de seguridad para niños.*

(10) The provider shall ensure that live electrical wires are inaccessible to children.

- **Idea(s):** Repairing or replacing electrical outlets with tamper resistant outlets.
- **Idea(s):** *Reparar o reemplazar los enchufes eléctricos con enchufes a prueba de manipulaciones.*

(11) Unless used and stored in compliance with the Utah Concealed Weapons Act or as otherwise allowed by law, the provider shall ensure that firearms such as guns, muzzleloaders, rifles, shotguns, hand guns, pistols, and automatic guns are:

- (a) locked in a cabinet or area using a key, combination lock, or fingerprint lock; and
- (b) stored unloaded and separate from ammunition.

- **Idea(s):** Gun safe
- **Idea(s):** *Caja fuerte para armas*

(12) The provider shall ensure that weapons such as paintball guns, BB guns, airsoft guns, sling shots, arrows, and mace are inaccessible to children.

- **Idea(s):** Child safety locks.
- **Idea(s):** *Cerraduras de seguridad para niños.*

(13) The provider shall ensure that alcohol, illegal substances, and sexually explicit material are inaccessible, and not used on the premises, during offsite activities, or in center vehicles any time a child is present.

(14) The provider shall ensure that an outdoor source of drinking water, such as individually labeled water bottles, a pitcher of water and individual cups, or a working water fountain is available to each child when the outside temperature is 75 degrees or higher.

- **Idea(s):** Drinking fountains
 - When making repairs to plumbing, please read carefully the information for “Major renovations” in the “Grant funds may not be used for” section of the 2022 Child Care Licensing Compliance Grant Instructions.” Some plumbing work may violate this prohibition and will not be funded.
- Water coolers
- **Idea(s):** *Bebederos*

- *Al hacer reparaciones o agregar tuberías, lea atentamente la información sobre "Renovaciones grandes" en "Instrucciones Para El Beneficio Financiero De Cumplimiento De Licencias De Cuidado Infantil 2022". Algunos trabajos de plomería pueden violar esta prohibición y no serán financiados.*
- *Enfriadores de agua*

(15) The provider shall ensure that areas accessible to children are free of heavy or unstable objects that children could pull down on themselves, such as furniture, unsecured televisions, and standing ladders.

- **Idea(s):** Furniture anchoring hardware.
- **Idea(s):** *Herramienta para el anclaje de muebles.*

(16) The provider shall ensure that hot water accessible to children does not exceed 120 degrees Fahrenheit.

- **Idea(s):** Mixing valves.
- **Idea(s):** *Mezclador termostático manual de agua.*

(17) The provider shall ensure that tobacco, e-cigarettes, e-juice, e-liquids, and similar products are inaccessible and, in compliance with the Utah Indoor Clean Air Act, not used:

- (a) in the facility or any other building when a child is present;
- (b) in any vehicle that is being used to transport children;
- (c) within 25 feet of any entrance to the facility or other building occupied by children; or
- (d) in any outdoor area or within 25 feet of any outdoor area occupied by children.

R381-70-14. Emergency Preparedness, Response, and Recovery.

(1) The provider shall have a written emergency preparedness, response, and recovery plan that:

- (a) includes procedures for evacuation, relocation, shelter in place, lockdown, communication with and reunification of families, and continuity of operations;
- (b) includes procedures for accommodations for children with disabilities and children with chronic medical conditions;
- (c) is available for review by parents, staff, and the departments during business hours; and
- (d) is followed if an emergency happens, unless otherwise instructed by emergency personnel.

(2) The provider shall post the center's street address and emergency numbers, including at least fire, police, and poison control, near each telephone in the center or in an area clearly visible to anyone needing the information.

(3) The provider shall keep first-aid supplies in the center, including at least antiseptic, bandages, and tweezers.

- **Idea(s):** first aid kits
- **Idea(s):** *botiquines de primeros auxilios*

(4) The provider shall conduct fire evacuation drills monthly and make sure drills include a complete exit of each child, staff, and volunteers from the building.

(5) The provider shall document each fire drill, including:

- (a) the date and time of the drill;
- (b) the number of children participating;
- (c) the name of the individual supervising the drill;
- (d) the total time to complete the evacuation; and
- (e) any problems encountered and remediation.

(6) The provider shall conduct drills for disasters other than fires at least once every six months.

(7) The provider shall document each disaster drill, including:

- (a) the type of disaster, such as earthquake, flood, prolonged power or water outage, or tornado;
- (b) the date and time of the drill;
- (c) the number of children participating;
- (d) the name of the individual supervising the drill; and
- (e) any problems encountered and remediation.

(8) The provider shall vary the days and times on which fire and other disaster drills are held.

(9) The provider shall keep documentation of the previous 12 months of fire and disaster drills on-site for review by the department.

(10) The provider shall:

- (a) give parents a written report on the day of occurrence of each incident, accident, or injury involving their child;
- (b) ensure the report has the signatures of the caregivers involved, the center director or director designee, and the individual picking up the child; and
- (c) if children sign themselves out of the center, send a copy of the report to the parent on the day following the occurrence.

(11) If a child is injured and the injury appears serious but not life-threatening, the provider shall contact the child's parent immediately.

(12) If a life-threatening injury to a child, or an injury that poses a threat of the loss of vision, hearing, or a limb happens, the provider shall:

- (a) call emergency personnel immediately;
- (b) contact the parent after emergency personnel are called; and
- (c) if the parent cannot be reached, try to contact the child's emergency contact individual.

(13) If a child is injured while in care and receives medical attention, or for a child fatality, the provider shall:

- (a) submit a completed accident report form to the department within the next business day of the incident; or
- (b) contact the department within the next business day and submit a completed accident report form within five business days of the incident.

- **Idea(s):** A computer.
- **Idea(s):** Una computadora.

(14) The provider shall keep a six-week record of each incident, accident, and injury report on-site for review by the department.

- **Idea(s):** A computer, printer, and/or scanner.
- **Idea(s):** Una computadora, impresora y/o escáner.

R381-70-15. Health and Infection Control.

(1) The provider shall keep the building, furnishings, equipment, and outdoor area clean and sanitary including:

- (a) walls and flooring clean and free of spills, dirt, and grime;
- (b) areas and equipment used for the storage, preparation, and service of food clean and sanitary;
- (c) surfaces free of rotting food or a build-up of food;
- (d) the building and grounds free of a build-up of litter, trash, and garbage;
- (e) frequently touched surfaces, including doorknobs and light switches, cleaned and sanitized; and
- (f) the facility free of animal feces.

- **Idea(s):** Vacuum.
- Carpet cleaner.
- wet/dry vacuums.
- Cleaning service.
 - The grant will only cover the amount for the 180 days from contract execution.
 - Service must be provided daily.
- **Idea(s):** Aspiradora
- *Limpiador de alfombra.*
- *Aspiradoras en seco/húmedo.*
- *Servicio de limpieza.*
 - *El beneficio financiero sólo cubrirá la cantidad por 180 días desde la ejecución del contrato.*
 - *El servicio debe ser proveído diariamente.*

(2) The provider shall take safe and effective measures to prevent and eliminate the presence of insects, rodents, and other pests.

- **Idea(s):** Professional pest control service.
 - The grant will only cover the amount for the 180 days from contract execution.
- **Idea(s):** *Servicio profesional de control de plagas.*
 - *El beneficio financiero sólo cubrirá la cantidad los 180 días desde la ejecución del contrato.*

(3) The provider shall clean and sanitize any toys and materials used by children:

- (a) at least once a week or more often if needed; and
- (b) after being contaminated by a body fluid.

- **Idea(s):** Zono machine.
- Steam cleaner
- **Idea(s):** *Máquina Zono.*
- *limpiador a vapor*

(4) The provider shall ensure that fabric toys and items such as stuffed animals, cloth dolls, pillow covers, and dress-up clothes are machine washable and if used, washed at least each week or as needed.

- **Idea(s):** A washer and/or dryer.
- **Idea(s):** *Una lavadora y/o secadora.*

(5) The provider shall clean and sanitize water play tables or tubs daily if used by the children.

(6) The provider shall clean and sanitize bathroom surfaces including toilets, sinks, faucets, toilet and sink handles, and counters each day the facility is open for business.

(7) The provider shall keep toilet paper in a dispenser that is accessible to children.

- **Idea(s):** Toilet paper dispensers and toilet paper.
- **Idea(s):** *Dispensadores de papel higiénico y papel higiénico.*

(8) The provider shall post handwashing procedures that are readily visible from each handwashing sink and shall ensure that the procedures are followed.

(9) The provider shall ensure that staff and volunteers wash their hands thoroughly with liquid soap and running water:

- (a) upon arrival;
- (b) before handling or preparing food or bottles;
- (c) before and after eating meals and snacks or feeding a child;

- (d) after using the toilet or helping a child use the toilet;
- (e) after contact with a body fluid;
- (f) when coming in from outdoors; and
- (g) after cleaning up or taking out garbage.

- **Idea(s):** Repair or replace sink.
- Add a sink either through the purchase of a portable sink or having an additional sink plumbed in.
 - When making repairs to or adding plumbing, please read carefully the information for “Major renovations” in the “Grant funds may not be used for” section of the 2022 Child Care Licensing Compliance Grant Instructions.” Some plumbing work may violate this prohibition and will not be funded.
 - Read reviews of portable sinks before purchasing. Some perform poorly and will be low quality.
- Repair or replace faucets, can be automated faucets.
- Repair or replace soap dispensers, can be automated soap dispensers.
- **Idea(s):** *Reparar o reemplazar el fregadero.*
- *Agregue un fregadero, ya sea mediante la compra de un fregadero portátil o instalando un fregadero adicional.*
 - *Al hacer reparaciones o agregar tuberías, lea atentamente la información sobre "Renovaciones grandes" en "Instrucciones Para El Beneficio Financiero De Cumplimiento De Licencias De Cuidado Infantil 2022". Algunos trabajos de plomería pueden violar esta prohibición y no serán financiados.*
 - *Lea los comentarios/opiniones de los fregaderos portátiles antes de comprarlos. Algunos funcionan mal y serán de baja calidad.*
- *Reparar o reemplazar grifos/llaves, pueden ser grifos/llaves automatizadas.*
- *Reparar o reemplazar dispensadores de jabón, pueden ser dispensadores de jabón automatizados.*

(10) The provider shall ensure that staff teach children how to wash their hands thoroughly and oversee handwashing when possible.

(11) The provider shall ensure that children wash their hands thoroughly with liquid soap and running water:

- (a) upon arrival;
- (b) before and after eating meals and snacks;
- (c) after using the toilet;
- (d) after contact with a body fluid;
- (e) before using a water play table or tub; and
- (f) when coming in from outdoors.

- **Idea(s):** Repair or replace sink.
- Add a sink either through the purchase of a portable sink or having an additional sink plumbed in.
 - When making repairs to or adding plumbing, please read carefully the information for “Major renovations” in the “Grant funds may not be used for” section of the 2022 Child Care Licensing Compliance Grant Instructions.” Some plumbing work may violate this prohibition and will not be funded.
 - Read reviews of portable sinks before purchasing. Some perform poorly and will be low quality.
- Repair or replace faucets, can be automated faucets.
- Repair or replace soap dispensers, can be automated soap dispensers.
- **Idea(s):** *Reparar o reemplazar el fregadero.*
- *Agregue un fregadero, ya sea mediante la compra de un fregadero portátil o instalando un fregadero adicional.*
 - *Al hacer reparaciones o agregar tuberías, lea atentamente la información sobre "Renovaciones grandes" en "Instrucciones Para El Beneficio Financiero De Cumplimiento De Licencias De Cuidado Infantil 2022". Algunos trabajos de plomería pueden violar esta prohibición y no serán financiados.*

- *Lea los comentarios/opiniones de los fregaderos portátiles antes de comprarlos. Algunos funcionan mal y serán de baja calidad.*
- *Reparar o reemplazar grifos/llaves, pueden ser grifos/llaves automatizadas.*
- *Reparar o reemplazar dispensadores de jabón, pueden ser dispensadores de jabón automatizados.*

(12) The provider shall ensure that only single-use towels from a covered dispenser or an electric hand dryer is used to dry hands.

- **Idea(s):** Paper towel dispensers with paper towels, can be automated dispensers.
- Electric hand dryers.
- **Idea(s):** *Dispensadores de toallas de papel con toallas de papel, pueden ser dispensadores automáticos.*
- *Secadores de manos eléctricos.*

(13) The provider shall store personal hygiene items, such as toothbrushes, combs, and hair accessories separate, so they do not touch each other, and ensure they are not shared or they are sanitized between each use.

- **Idea(s):** Toothbrush sanitizers
- **Idea(s):** *desinfectantes para cepillos de dientes*

(14) The provider shall ensure that a child's clothing is promptly changed if the child has a toileting accident.

(15) The provider shall ensure that children's clothing that is wet or soiled from a body fluid is:

- (a) not rinsed or washed at the center;
- (b) placed in a leakproof container that is labeled with the child's name; and
- (c) returned to the parent, or thrown away with parental consent.

(16) The provider shall take precautions when cleaning floors, furniture, and other surfaces contaminated by blood, urine, feces, or vomit, and ensure that, except for diaper changes and toileting accidents, staff cleaning these bodily fluids:

- (a) wear waterproof gloves;
- (b) clean the surface using a detergent solution;
- (c) rinse the surface with clean water;
- (d) sanitize the surface;
- (e) throw away in a leakproof plastic bag the disposable materials, such as paper towels, that were used to clean up the body fluid; (f) wash and sanitize any non disposable materials used to clean up the body fluid, such as cleaning cloths, mops, or reusable rubber gloves, before reusing them; and
- (g) wash their hands after cleaning up the body fluid.

(17) The provider shall not care for a child who is ill with an infectious disease at the center except when the child shows signs of illness after arriving at the center.

(18) If a child becomes ill while in care:

- (a) the provider shall contact the child's parent or, if the parent cannot be reached, an individual listed as the emergency contact to immediately pick up the child; and
- (b) if the child is ill with an infectious disease, the provider shall make the child comfortable in a safe, supervised area that is separated from the other children until the parent arrives.

(19) If any child or employee has an infectious disease, an unusual or serious illness, or a sudden onset of an illness, the provider shall notify the local health department on the day the illness is discovered.

(20) If any staff member or child has an infectious disease or parasite, the provider

shall post a notice at the center that:

- (a) does not disclose any personal identifiable information;
- (b) is posted in a conspicuous place where it can be seen by all parents;
- (c) is posted and dated on the same day that the disease or parasite is discovered; and
- (d) remains posted for at least five business days.

(21) To prevent contamination of food, the spread of foodborne illnesses, and other diseases, the provider shall ensure that:

- (a) individuals who prepare food in the kitchen do not change diapers or help in toileting children;
- (b) caregivers who care for diapered children only prepare food for the children in their care, and they do not prepare food outside of the room used by the diapered children or prepare food for other children and adults in the facility; and
- (c) individuals with an infectious disease or showing symptoms such as diarrhea, fever, coughing, or vomiting do not prepare or serve foods.

R381-70-16. Food and Nutrition.

(1) The provider shall offer a meal or snack to each child at least once every three hours on days when services are provided for three or more hours.

(2) If food for children's meals or snacks is supplied by the provider, the provider shall ensure that:

- (a) the meal service meets local health department food service rules;
- (b) the foods that are served meet the nutritional requirements of the USDA Child and Adult Care Food Program (CACFP) whether or not the provider participates in the CACFP;
- (c) the provider uses the CACFP meal pattern requirements, the standard department-approved menus, or menus approved by a registered dietitian, and that dietitian approval is noted and dated on the menus, and current within the past five years;
- (d) the current week's menu is posted for review by parents and the department; and
- (e) if not participating or in good standing with the CACFP, keep a six-week record of foods served at each meal and snack.

(3) The provider shall ensure that the individual who serves food to children:

- (a) is aware of the children in their assigned group who have food allergies or sensitivities; and
- (b) ensures that the children are not served the food or drink they are allergic or sensitive to.

(4) The provider shall not place children's food on a bare table, and shall serve children's food on dishes, napkins, or sanitary highchair trays, except an individual finger food such as a cracker, which may be placed directly in a child's hand.

(5) If parents bring food and drink for their child's use, the provider shall ensure that the food is:

- (a) labeled with the child's name;
- (b) refrigerated if needed; and
- (c) consumed only by that child.

R381-70-17. Medications.

(1) The provider shall lock non refrigerated medications or store them at least 48 inches above the floor.

- **Idea(s):** Medication lock box.
- **Idea(s):** Caja de seguridad para medicamentos.

(2) The provider shall lock refrigerated medications or store them at least 36 inches above the floor and, if liquid, store them in a separate leak proof container.

(3) If parents supply any over-the-counter or prescription medications, the provider

shall ensure those medications are:

- (a) labeled with the child's full name;
- (b) kept in the original or pharmacy container;
- (c) have the original label; and
- (d) have child-safety caps.

(4) The provider shall have a written medication permission form completed and signed by the parent before administering any medication supplied by the parent for their child.

(5) The provider shall ensure that the medication permission form includes at least:

- (a) the name of the child;
- (b) the name of the medication;
- (c) written instructions for administration; and
- (d) the parent signature and the date signed.

- **Idea(s):** A computer and printer.
- **Idea(s):** *Una computadora e impresora.*

(6) The provider shall ensure that instructions for administering the medication include at least:

- (a) the dosage;
- (b) how the medication will be given;
- (c) the times and dates to administer the medication; and
- (d) the disease or condition being treated.

(7) If the provider supplies an over-the-counter medication for children's use, the provider shall ensure that the medication is not administered to any child without previous parental consent for each instance it is given. The provider shall ensure that the consent is:

- (a) written; or
- (b) verbal, if the date and time of the consent is documented and signed by the parent upon picking up their child.

(8) The provider shall ensure that the staff administering the medication:

- (a) washes their hands;
- (b) check the medication label to confirm the child's name if the parent supplied the medication;
- (c) checks the medication label or the package to ensure that a child is not given a dosage larger than that recommended by the health care professional or manufacturer; and
- (d) administers the medication.

(9) The provider shall ensure that immediately after administering a medication, the staff giving the medication records the following information: (a) the date, time, and dosage of the medication given;

- (b) any error in administering the medication or adverse reactions; and
- (c) their signature or initials.

(10) The provider shall report to the parent a child's adverse reaction to a medication or error in administration of the medication immediately upon recognizing the reaction or error, or after notifying emergency personnel if the reaction is life-threatening.

(11) The provider shall notify the parent before the time a medication needs to be given to a child if the provider chooses not to administer medication as instructed by the parent.

(12) The provider shall keep a six-week record of medication permission and administration forms on-site for review by the department.

R381-70-18. Activities.

(1) The provider shall offer daily activities that support each child's healthy physical, social, emotional, cognitive, and language development.

Reminder: CCL Compliance grant funds cannot be used to purchase curriculum.

Recuerde: Este beneficio financiero es de CCL Compliance y los fondos no se pueden utilizar para comprar un plan de estudios.

(2) The provider shall ensure that daily activities include outdoor play as weather and air quality allow.

(3) The provider shall ensure that physical development activities include light, moderate, and vigorous physical activity for a daily total of at least 15 minutes for every two hours children spend in the program.

(4) The provider shall post a daily schedule that includes:

(a) activities that support children's healthy development; and

(b) the times activities occur including at least meal, snack, and outdoor play times.

(5) The provider shall ensure that toys, materials, and equipment needed to support children's healthy development are available to the children.

Notice on this rule: This rule may only be used to support a request if the provider has had a rule violation to this rule after April 1, 2021.

Aviso sobre esta regla: Esta regla solo se puede usar para apoyar la solicitud de un artículo si el proveedor ha tenido violaciones de esta regla después del 1 de abril de 2021.

(6) Except for occasional special events, the provider shall ensure that the children's primary screen time activity on media such as television, cell phones, tablets, and computers is planned to address the needs of children.

(7) If swimming activities are offered or if wading pools are used, the provider shall ensure that:

(a) the parent gives permission before their child in care uses the pool;

(b) staff stay at the pool supervising when a child is in the pool or has access to the pool, and when an accessible pool has water in it; (c) if the pool is over four feet deep, there is a lifeguard on duty who is certified by the Red Cross or other approved certification program any time children have access to the pool; and

(d) lifeguards and pool personnel do not count toward the staff-to-child ratio.

(8) If offsite activities are offered, the provider shall ensure that:

(a) the parent gives written consent before each activity;

(b) the required staff-to-child ratio and supervision are maintained during the entire activity;

(c) first aid supplies, including at least antiseptic, bandages, and tweezers are available;

(d) children wear or carry with them the name and phone number of the center;

(e) children's names are not used on name tags, t-shirts, or in other visible ways; and

(f) there is a way for staff and children to wash their hands with soap and water, or with wet wipes and hand sanitizer if there is no source of running water.

(9) The provider shall ensure that a staff member with the children takes the written emergency information and releases for each child in the group on each offsite activity, and that the information includes at least:

(a) the child's name;

(b) the parent's name and phone number;

(c) the name and phone number of an individual to notify if an emergency happens and the parent cannot be contacted; (d) the names of people authorized by the

parents to pick up the child; and

(e) current emergency medical treatment and emergency medical transportation releases.

R381-70-19. Play Equipment.

Notice on this section: In order to request an item to any rule in this section, you must already have equipment that is in need of repairing or replacing.

Aviso sobre esta sección: Para poder solicitar un artículo de cualquier regla en esta sección, ya debe tener un equipo que necesita reparación o reemplazo.

(1) The provider shall ensure that children using play equipment use it safely and in the manner intended by the manufacturer.

(2) The provider shall ensure that stationary play equipment has a surrounding use zone that extends from the outermost edge of the equipment and that, with the exception of swings, stationary play equipment has at least a six-foot use zone if any designated play surface is higher than 30 inches.

(3) The provider shall ensure that the use zone in the front and rear of a single-axis swing extends at least twice the distance of the swing pivot point to the ground.

(4) The provider shall ensure that the use zone for a multi-axis swing, such as a tire swing, extends at least the measurement of the suspending rope or chain plus six feet.

(5) The provider shall ensure that the use zone for a merry-go-round extends at least six feet in any direction from its outermost edge.

(6) The provider shall ensure that the use zone for a spring rocker extends:

(a) at least three feet from the outermost edge of the rocker when at rest; or

(b) at least six feet from the outermost edge of the rocker when at rest if the seat is higher than 20 inches.

(7) The provider shall ensure that the following use zones do not overlap the use zone of any other piece of play equipment:

(a) the use zone in front of a slide;

(b) the use zone in the front and rear of any single-axis swing, including a single-axis enclosed swing;

(c) the use zone of a multi-axis swing; and

(d) the use zone of a merry-go-round if the platform diameter measures 20 inches or more.

(8) Unless prohibited in Subsection R381-70-19(7), the provider shall ensure that the use zones of play equipment only overlap when there is at least six feet between the pieces of equipment if the designated play surface is 30 inches or lower, or there is at least nine feet between the pieces of equipment if the designated play surface is higher than 30 inches.

(9) The provider shall ensure that, when in use, stationary play equipment is not placed on a hard surface such as concrete, asphalt, dirt, or the bare floor.

(10) The provider shall ensure that protective cushioning covers the entire surface of each required use zone and that its depth or thickness is determined by the highest designated play surface of the equipment

- **Idea(s):** Replace or refill cushioning for stationary play equipment.

- Consider replacing loose fill cushioning that has to be refilled or loosened regularly with unitary cushioning.

- **Idea(s):** Reemplace o rellene el acolchado para el equipo de juego estacionario.

- Considere reemplazar el acolchado de relleno suelto que debe rellenarse o aflojarse regularmente con un acolchado unitario.

(11) If sand, gravel, or shredded tires are used as protective cushioning, the provider shall:

(a) ensure that the cushioning is periodically checked for compaction and loosened to the depth listed in Table 1 if compacted;

(b) if the material cannot be loosened due to extreme weather conditions, not allow children to play on the equipment until the material can be loosened to the required depth; and

(c) ensure that the depth of the material meets the guidelines in Table 1.

TABLE 1

Depths of Protective Cushioning Required
for Sand, Gravel, and Shredded Tires

Highest Designated Play Surface, Climbing Bar, or Swing Pivot Point	Fine Sand	Coarse Sand	Fine Gravel	Medium Gravel	Shredded Tires
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Up to 5' high	6"	6"	6"	6"	6"
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Over 5' up to 6'	6"	9"	6"	9"	6"
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Over 6' up to 9'	9"	not allowed	9"	not allowed	6"
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Over 9' up to 10'	not allowed	not allowed	9"	not allowed	6"
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Over 10' up to 12'	not allowed	not allowed	not allowed	not allowed	6"
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(12) If shredded wood products are used as protective cushioning, the provider shall:

(a) keep on-site for review by the department documentation from the manufacturer that the wood product is protective cushioning;

(b) ensure there is adequate drainage under the material; and

(c) ensure the depth of the shredded wood meets the guidelines in Table 2.

TABLE 2

Depths of Protective Cushioning Required
for Shredded Wood Products

Highest Designated Play Surface, Climbing Bar, or Swing Pivot Point	Engineered Wood	Double Shredded Wood Fibers	Chips	Bark	Mulch
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Up to 6' high	6"	6"	6"		
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Over 6' up to 7'	9"	6"	9"		
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Over 7' up to 11'	9"	9"	9"		
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Over 11' 9"	not allowed	not allowed			
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(13) If a unitary cushioning is used, the provider shall maintain on-site for review by the department documentation from the manufacturer that the material is cushioning for playgrounds.

(14) If a unitary cushioning is used, the provider shall ensure that the cushioning material is securely

installed, so that it cannot become displaced when children jump, run, walk, land, or move on it, or be moved by children picking it up.

(15) The provider shall ensure that a play equipment platform that is more than 48 inches above the floor or ground has a protective barrier that is at least 38 inches high.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

(16) The provider shall ensure that there is no gap greater than 3-1/2 inches in or under a required protective barrier on a play equipment platform. (17) The provider shall ensure that stationary play equipment is stable or securely anchored.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

(18) The provider shall ensure that there are no trampolines on the premises that are accessible to any child in care.

(19) The provider shall ensure that there are no entrapment hazards on or within the use zone of any piece of stationary play equipment.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

(20) The provider shall ensure that there are no strangulation hazards on or within the use zone of any piece of stationary play equipment.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

(21) The provider shall ensure that there are no crush, shearing, or sharp edge hazards on or within the use zone of any piece of stationary play equipment.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

(22) The provider shall ensure that there are no tripping hazards such as concrete footings, tree stumps, tree roots, or rocks within the use zone of any piece of stationary play equipment.

- **Idea(s):** Repair or replace stationary play equipment.
- **Idea(s):** *Reparar o reemplazar el equipo de juego estacionario.*

R381-70-20. Transportation.

If transportation services are offered:

(1) For each child being transported, the provider shall have a transportation permission form:

- (a) signed by the parent; and
- (b) on-site for review by the department.

(2) The provider shall ensure that each vehicle used for transporting children:

- (a) is enclosed with a roof or top;
- (b) is equipped with safety restraints;
- (c) has a current vehicle registration;
- (d) is maintained in a safe and clean condition; and
- (e) contains first aid supplies, including at least antiseptic, bandages, and tweezers.

- **Idea(s):** First aid kits
- **Idea(s):** *Botiquines de primeros auxilios*

(3) The provider shall ensure that the safety restraints in each vehicle that transports children are:

- (a) appropriate for the age and size of each child who is transported, as required by Utah law;
- (b) properly installed; and
- (c) in safe condition and working order.

- **Idea(s):** Repair or replace damaged or broken safety restraints.
- **Booster seats.**
- **Idea(s):** *Repare o reemplaze los sistemas de restricción de seguridad dañados o rotos.*
- **Asientos elevados.**

(4) The provider shall ensure that the driver of each vehicle who is transporting children:

- (a) is at least 18 years old;
- (b) has and carries with them a current, valid driver's license for the type of vehicle being driven;
- (c) has with them the written emergency contact information for each child being transported;
- (d) ensures that each child being transported is in an individual safety restraint that is used according to Utah law;
- (e) ensures that the inside vehicle temperature is between 60-85 degrees Fahrenheit;
- (f) never leaves a child in the vehicle unattended by an adult;
- (g) ensures that children stay seated while the vehicle is moving;
- (h) never leaves the keys in the ignition when not in the driver's seat; and
- (i) ensures that the vehicle is locked during transport.

(5) If the provider walks or uses public transportation to transport children to or from the facility, the provider shall ensure that:

- (a) each child being transported has a completed transportation permission form signed by their parent;
- (b) a staff member goes with the children and actively supervises the children;
- (c) the staff-to-child ratio is maintained; and
- (d) a staff member with the children has written emergency contact information and releases for the children being transported.

R381-70-21. Animals.

(1) The provider shall inform parents of the kinds of animals allowed at the facility.

(2) The provider shall ensure that there is no animal on the premises that:

- (a) is naturally aggressive;
- (b) has a history of dangerous, attacking, or aggressive behavior; or
- (c) has a history of biting even one individual.

(3) The provider shall ensure that animals at the facility are clean and free of obvious disease or health problems that could adversely affect children.

(4) The provider shall ensure that there is no animal or animal equipment in food preparation or eating areas.

(5) If children help in the cleaning of animals or animal equipment, the provider shall ensure that the children wash their hands immediately after cleaning the animal or equipment.

(6) The provider shall ensure that children and staff wash their hands immediately after playing with or touching reptiles and amphibians.

(7) The provider shall ensure that dogs, cats, and ferrets that are housed at the facility have current rabies vaccinations.

- **Idea(s):** Vaccinations for pets.
- **Idea(s):** *Vacunas para mascotas.*

(8) The provider shall keep current animal vaccination records on-site for review by the department.